



## Parent nominee authorisation form

Children and Young Persons (Care and Protection) (Child Employment) Regulation 2015  
Clause 22 (supervision), clause 3 (2) (c) (record keeping), clause 2 (parent nominee)

### Supervision of employed children

Employers need to provide appropriate supervision of children during their employment. Children must be in view of their supervisor at all times. Supervisors may view children directly or indirectly (such as a video split).

A supervisor may be a parent or a parent nominee. The Code of Practice requires a parent or the legal guardian of a child to authorise a parent nominee in writing.

If a parent or parent's nominee is unable to fulfil their role as supervisor (i.e. having the child in view at all times), **the parent** is required to nominate another person in writing prior to changing the supervision requirements. In this situation "in writing" can include emails or text messages as long as there is proof the message is from the parent.

Employers will be required to keep a copy of this authorisation for their records and have it ready for inspection by a children's employment officer upon request.

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**This section of the form is to be completed and signed by the child's parent and returned to the employer where a parent is unable to fulfil their responsibilities as the child's supervisor and the child is supervised by a nominee.**

I, (Parent name) \_\_\_\_\_

of (Suburb/Town) \_\_\_\_\_ Postcode \_\_\_\_\_

Telephone (Home) \_\_\_\_\_ (Work) \_\_\_\_\_

Mobile \_\_\_\_\_ Email \_\_\_\_\_

give permission for (Parent Nominee) \_\_\_\_\_

to supervise my child (given names) \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender M  F

during employment for (name of production) \_\_\_\_\_

on (date) \_\_\_\_/\_\_\_\_/\_\_\_\_

**I understand the requirements that my nominee must fulfil when supervising my child and declare that the information provided is correct.**

(Parent Signature) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_